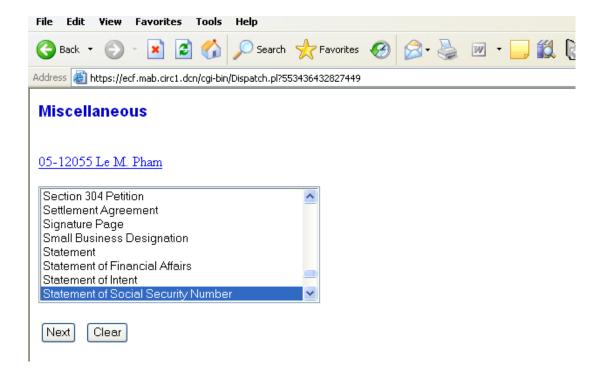
## Official Form B21 Statement of Social Security

To keep the debtor(s) social security number private, it is very important to use a special private event when docketing the B21.

- 1. Select Bankruptcy (Blue menu at the top of the page)
- 2. Select the category Other from the list.
- 3. Enter your case number and click Next.
- 4. From the list of events in the box, select Statement of Social Security. It is pretty far down in the list but make sure it says the full name. (See below.)



- 5. Unless you are filing this with another attorney, click Next.
- 6. Select your client from the next box and click Next.
- 7. If there was a problem opening your case the first time and no association between you and your client was created, you will need to check a box here and click Next again. If there was no problem, then no box will appear. Click Next.
- 8. Browse and attach your scanned B21 Statement of Social Security. Click Next.
- 9. Review what the entry will say and add text if you like otherwise, Click Next.

10. Click Next again and you are home.